

**CITY OF SAN DIEGO COMMISSION FOR ARTS AND CULTURE
ORGANIZATIONAL SUPPORT PROGRAM
FY 2005 INTENT TO APPLY FORM**

The City of San Diego Commission for Arts and Culture invites qualified applicants that seek funds for eligible programs that occur between July 1, 2004 and June 30, 2005 to apply to the Organizational Support Program for funding. All applicants must state their intent to apply by completing this form and returning it to the Commission. New applicants are strongly encouraged to discuss their intent to apply with Commission staff before submitting this form. Call Felicia Shaw, Program Manager at 619-533-3063 for assistance.

APPLICATION DEADLINE: **Friday, October 3, 2003** (postmark/hand-delivered by 5:00PM)
Applications received after the deadline will not be accepted.

ELIGIBILITY WORKSHEET: Please check the boxes that evidence your organization's eligibility.

☐ **Yes, we have Nonprofit Status:** We are able to demonstrate proof of tax exempt nonprofit status under section 501(c)(3) or 501(c)(6) of the Internal Revenue Code or Section 23701d of the California Revenue and Taxation Code at the time of application.

Applicant: _____

Contact Person/Title: _____

Mailing Address: _____

Telephone: _____

Fax: _____

Email: _____

☐ **Location:** At least 75% of our core programming takes place within San Diego City limits. For the purposes of this application, core programming is defined as the artistic and/or cultural activities produced or presented by your organization that are essential to the fulfillment of your mission and purpose, your highest priority and fundamental to your organization's sustainability. Under this definition, and with some exceptions, core programming does not include education, outreach, touring, and cultural tourism marketing activities.

☐ **Primary Mission:** Our organization's mission statement addresses the creation, preservation and presentation of arts and culture programming and/or support services.

☐ **Arts and Culture Budget:** The majority of the organization's income is used for the purpose of producing, exhibiting or presenting arts and cultural programming and/or support services.

☐ **Track Record:** Our organization has a three (3) year history of ongoing arts and culture programming prior to the deadline.

☐ **Compliance:** Our organization is in compliance with all existing OSP contracts.

☐ **Matching Funds:** Our organization is able to meet the City's required 3:1 matching requirement.

I have read the funding Guidelines and understand that the application deadline is Friday, October 3, 2003 (postmark or hand delivered by 5:00PM). Late applications will not be accepted.

Signature/Title _____

Return this form to the Commission by fax (619-533-3788) or by mail to:

Amy Dukes, Arts Management Associate
City of San Diego Commission for Arts and Culture
1010 Second Avenue, Suite 555
San Diego, CA 92101-4998